

# White Mountains Regional High School Athlete and Parent Handbook

## WMRHS Dispositions

- Grit
- Self-Regulation
- Zest
- Social Intelligence
- Gratitude
- Optimism
- Curiosity

"Don't measure yourself by what you have accomplished, but by what you should have accomplished with your ability."

-John Wooden



*Home of the Spartans*

# WMRHS' Athletic Department Guidelines

## ***Meetings 2015-16***

Before the start of each sports season, a meeting will be scheduled by the Athletic Director for all parents to attend. Coaches will be in attendance to provide information about try-outs, practices, and review the team rules.

## ***Sports Physical Requirements for an Athlete to Start the Season***

In order for a student to begin participation on any athletic team, he/she must have met the following conditions:

A sport's physical must be completed within the past twelve months and the results provided to the school nurse or a sports physical must be scheduled to happen prior to the start of the season.

A list of all eligible athletes will be provided to the coach before the season begins. ***Students can't practice without the consent of the Athletic Director.***

Parents may register their son or daughter by going to: <https://www.familyid.com/white-mountains-regional-hs> and follow the steps under the PROGRAM tab.

## ***Try-outs/ Cuts***

There are some occasions where too many students try-out for the number of positions on a team. If this is possible for a sport, the coach, with input and approval of the Athletic Director, develops an Evaluation Form. This information is used to produce the final team roster.

## ***Athletic Handbook and Forms***

Within five calendar days after the first practice by an athlete, a completed **athletic contract** form, signed by the player and parent, must be returned to the coach. If a form has not been returned, the athlete may not attend practice again until it has been returned. WMR School District partners with **Family ID** on-line services to track student-athletes demographics and other information pertinent to the student's well-being.

**It is the coach's responsibility to ensure all forms are completely filled out and include dates and signatures. He/she will not accept any forms that are not fully completed.**

## ***Team Rules***

A written copy of the approved team rules will be sent home to parents within the first five days of practice. Please review these rules with your son/daughter and clarify any issues with the coach.

## ***Rosters***

Within seven calendar days after the first practice, coaches will have turned in a roster of all team members. Unless there are unforeseen circumstances, this roster will not be modified without the input of the Athletic Director.

## ***Parent Meeting***

The Athletic Director hosts a Parent/Athlete Preseason Meeting Night before the start of the league contest. This is required by NHIAA in order to ensure that all parents and athletes have the necessary information about NH athletics, health and safety requirements and risks, and District policies and procedures.

Following the main meeting, individual coaches will host a team meeting to cover such topics as:

1. Athletic Philosophy
2. Proper conduct at sporting events by parents
3. Athletic Contract
4. General Medical Procedures – wire framed glasses, doctor’s release, etc.
5. All other athletic policies – attendance, eligibility, transportation
6. Coach’s team rules and procedures – behavior, schoolwork, injured players at practice, absent over vacation, dressing up for games, etc.

## ***Scheduling of Games/Scrimmages***

Our schedules are relatively firm, but the game schedules can change due to various reasons (per the NHIAA). The key here is communication. When there are changes, coaches will inform athletes and parents. Parents should be clear on the method of communication used by a particular coach. Also, parents and coaches may view game schedules on [schedulestar.com](http://schedulestar.com).

## ***Scheduled Practices***

At the beginning of the sports season, with input from the coaches, the Athletic Director will formulate a practice schedule for all teams. Sunday practices are allowed at the high school level but discouraged at the middle school level. Any varsity coach that wishes to schedule a Sunday practice must get prior approval from the Athletic Director.

Coaches will provide athletes and parents with a practice schedule; they will do their best to keep to this exact schedule. It is WMRHS’s expectation that the schedule will not change except for emergencies. We realize that parents have arranged their week around the schedule they were provided.

## ***Transportation***

Teams must go to all away events via school transportation unless other arrangements are made in advance with the Athletic Director. If adult drivers are used, the appropriate slips and/or waivers must be completed by all drivers and parents. Athletes may go home with a parent/legal guardian or relative with a signed permission slip from a parent/legal guardian.

## ***Early Dismissal***

Due to the distance of many away contests, students are dismissed early on a regular basis during the fall and spring sports seasons. Student-Athletes must communicate with teachers in advance when they will miss class time due to early dismissal. In addition, students are expected to remain in class until they are dismissed by their classroom teacher to prepare to board the bus. Normally, athletes are dismissed 15 minutes before the bus is scheduled to leave. If a student-athlete leaves class before dismissal time, he/she can be considered "skipping class" and may be ineligible for participation that day.

## ***Cancellations of Games and Practices***

1. All cancellations due to weather conditions, or any other unforeseen circumstances are made by the Athletic Director. He/she will notify the Press of any cancelled contests, along with rescheduled dates.
2. It is hoped that cancellations, for whatever reason, will be made as early in the day as possible so that officials, transportation, etc., may be notified properly. Most last minute decisions are made by 2 p.m. by the Athletic Directors or coaches of the schools involved.
3. When school is closed due to a snow day, all practices for that day are cancelled. **No exceptions**
4. The head coach, or assistant, will be responsible for notifying students in advance of cancellations or changes in his/her schedule or practice. It is WMRHS's expectation that 24 hour notice will be given to parents and athletes. When this isn't possible, the coach will make every effort to ensure that all parents have received the cancellation or change information.

## ***Volunteer Coaches***

WMRHS welcomes parents and community members as volunteers in the athletic program, but we are sure that parents also understand the need for ensuring the safety of all involved. Therefore, all volunteers are now required to submit paperwork and be fingerprinted. This takes time, so if you are interested please start the process early. The information below is what has been provided to coaches so that they understand their responsibility related to volunteers.

On occasion, there are people outside the school who volunteer to assist with coaching. This is a commendable attitude, and their desire to give assistance is appreciated. The Athletic Director must be notified of all volunteer coaches. The volunteer must complete a coaching application in order to be approved by the School Board. The volunteer coach must obtain fingerprint clearance from the district office at the Athletic Departments expense. The volunteer coach should be current in CPR, Concussion protocol, first aid, and must provide documentation indicating so. A volunteer assistant is to be under the direct supervision of the head coach at all times.

## ***Uniforms/Equipment***

It is the responsibility of the coach to see that game and practice uniforms, supplies, and equipment are properly cared for and not abused. Uniforms are to be worn at scheduled times only. Squad members must return uniforms, supplies and equipment to their respective coaches at the end of each season. Failure to do so will result in the student reimbursing the school for items not returned and/or denial of further athletic participation in the White Mountains Regional School District. It is the responsibility of the coach to get all uniforms, supplies and equipment back.

## ***Athlete's Behavior and Appearance***

Behavior and appearance are of great importance. Our students are ambassadors from WMRHS. They represent the school in public, where their behavior and personal appearance frequently determines the opinion outsiders have of the school. We hope that parents will help us to teach students what is expected of them. Tell them how you want them to behave during practices, events, riding the bus to and from events, how to dress for home and away contests, etc. Be proactive and show them how you want them to behave. Show what good sportsmanship looks and sounds like. Show students how to accept winning without gloating and losing without complaining and without criticizing coaches or officials.

## ***Chain of Command Procedure***

The following procedure is in place whenever a student or parent has a problem, complaint, or is dissatisfied with coaching decisions that affect them or their son/daughter:

1. The first step is to talk to the coach about the situation, and try to get it settled at the team level.
2. If the problem is not resolved by the coach, the next step would be to talk to the Athletic Director.
3. If a parent or student still feels the complaint has not been taken care of, s/he should contact the Principal.
4. If all persons listed above have not addressed the situation to the parent's or student's satisfaction, then contact with the Superintendent of Schools should be made.

## ***Fundraising Policy***

WMRHS is proud of the efforts of parents and community supporters to provide our athletes with a quality athletic and extra-curricular program. Everyone is aware of the difficult economic times and the increasing demand for contributions to a wide variety of valuable programs and activities. Therefore the following process has been developed to ensure that all activities and sports are treated fairly.

The Athletic Director and the Booster Club must approve all fundraising activities. All monies are to be kept in the Booster Club account earmarked for the sport. No monies are to be used for awards. Monies may not be used for clothing or uniforms without the approval of the Athletic Director.

## ***PRACTICE PROCEDURES***

1. **TEAM REGISTER**: Coaches will post a team register and practice times for players and parents.
2. **PRACTICING AGAINST ADULTS**: The situation of students practicing against adults must be approved by the Athletic Director; for safety and liability reasons.
3. **RELEASE FROM DOCTOR**: No student may practice or play in a game (after an injury) without a release from the doctor in charge. The coach will send a copy of the release to the school nurse.
4. **PRACTICE LIMITATIONS**: No team is allowed to practice or play on seven consecutive days until State Play-Off starts. A team is allowed to practice only once a day.

## ***Attendance Policies***

All students are expected to be in school and attend assigned classes.

1. **UNDER NO CIRCUMSTANCES** will a coach allow a student, who has been absent (unexcused) from school after 10:00 a.m. to participate in a meeting, practice, game, or extracurricular activity of any kind for that day. **EXCEPTION**: verifiable appointments such as a doctor, lawyer, business, etc. Final decision rests with the Athletic Director.
2. Students who miss class due to participation in a school-sponsored activity must arrange with the teacher(s) involved to make up any missed work.

## ***Extracurricular Eligibility Policy***

Students must meet all of the following criteria in order to remain eligible for participation in middle and high school athletics:

1. Physical examinations by qualified medical personnel are required annually. A copy of the examination will be on file in the school nurse's office before a student is allowed to physically participate in a sport. This includes practices and games.
2. Students must have purchased school insurance or submit a Certificate of Insurance before being able to participate.
3. Any student who reaches the age of sixteen prior to September 1 is ineligible to participate in middle school athletics, unless there are extenuating circumstances. Then, the athlete may petition the School Board for permission to play.
4. A student who has reached the age of nineteen prior to September 1 may not represent that high school in any interscholastic contest during that school year.
5. Each student must have a signed, parental permission and medical update forms on file in the school's central office prior to participation.

6. No student shall be allowed to participate during a period of suspension from school for any reason (in-school suspension for the school day or out-of-school suspension for the whole day).
7. A student may regain his/her athletic eligibility by making up academic deficiencies or failures of the regular school year during the summer months, if he/she fails quarter four.
8. All injuries, no matter how minor, must be reported to coach and/or advisor immediately. Accident and/or insurance forms should be completely filled out and turned in to the Principal within twenty-four (24) hours of incident. Any athlete or student with a severe injury requiring medical treatment will need a release signed by doctor and parent/guardian before he/she shall be allowed to resume participation in athletics or club activity.
9. Home school students may participate in school co-curricular activities.
10. Students from schools within the district may participate in co-curricular activities other than in their own school with the permission of the activity advisor and principal.
11. All students must have a signed Chemical Health Contract requiring the participant to adhere to the rules stated. This contract is binding from the first of the season to the end of the season.
12. In high school, a student is eligible for interscholastic competition for no more than eight (8) allowable semesters. If a student attends a high school in a foreign country, the eight-semester rule is still in effect.
13. If a student transfers from one NHIAA member school to another NHIAA member school, he/she will be INELIBIBLE to participate in interscholastic athletics for a period of ninety (90) school days unless the transfer has been accompanied by the permanent change of address on the part of his/her parent/legal guardians to the area serviced by the school to which the transfer has been made.
14. If a student transfers from a non-member NHIAA school to a NHIAA member school, he/she will be declared eligible immediately if he/she resides with his/her parents/legal guardians in the area serviced by the school to which the transfer has been made and meets all the other eligibility requirements.

***Eligibility Requirements related to course grades:***

- Elementary (5-8) Level- To be eligible for a co-curricular activity, a student has to be enrolled in a minimum of six classes. A student who receives a failing grade per quarter will be placed on Academic Probation. The student is eligible to participate in co-curricular activities when the quarter progress reports are released and shows zero failing grades.
- High School (9-12) Level- (NOTE: NHIAA eligibility ruling states that a student who is not passing 4 core classes is not eligible for Academic Probation and in turn can't play a sanctioned NHIAA sport until the next marking period.)

WMRHS has two types of academic probation:

1. The student who has a failing grade at the end of a quarter will remain ineligible for co-curricular activities until progress reports are released and shows zero failing grades; and
2. The student who is holding a GPA that is below a 2.0 will need to attend After-School Academic Assistance\* which will be supervised by the Academic Advisor. Once a student regains a GPA of 2.0 s/he will be released by the Athletic Director and/or School Principal to participate without restrictions. The After-School Academic Assistance program takes precedence over the co-curricular activity.

\*After-School Academic Advisory- This is a comprehensive after-school program where students who wish to become eligible for co-curricular activities will meet with the Academic Advisor.

### ***Students Playing Two Sports in the Same Season***

This procedure must be followed when a student wants to play two sports in the same season.

1. The coach or parent notifies the Athletic Director know of the student's intent as soon as possible. The Athletic Director will coordinate the discussion between the coaches involved, the student, and the parents/guardians.
2. Both coaches involved must agree to the two sport situation. If either coach says no, the student will not be allowed to do it.
3. If both coaches agree, the student must choose which sport will be the primary sport. It must be understood by the student that if a conflict between the two sports occurs, he/she must go to the primary sport.
4. A written note from the parents/guardians granting permission for their son/daughter to play two sports in the same sport season must be given to the Athletic Director. The note will be kept on file.

### ***Absent from Practice or Contest***

A student will be excused from practice or a contest if:

- The student receives prior permission from the coach (whenever possible).
- The student provides a valid and acceptable excuse after the fact (absent from school, medical appointment, family emergency, sickness, academic trip, etc.)

All other absences are considered unexcused and will be handled in the following manner:

1. **First Violation**- verbal reprimand by the coach explaining responsibility, dedication, team loyalty, etc., as well as possible suspension of playing time up to a maximum of one game.
2. **Second Violation**-verbal reprimand by the coach as well as a minimum of one game suspension and a maximum of two games suspension.
3. **Subsequent Violations**- meeting with Athletic Director, coach, student, and parents to discuss reasons for absences and plan for improvement. Length of suspension will be determined at the meeting by the Athletic Director and coach, as well as consequences of future unexcused absences.

## ***Chemical Health Policy***

For students participating in a co-curricular activity, the prohibition period for use, possession, distribution, purchasing, having consumed, or being under the influence of a controlled substance, includes the first official day of the co-curricular activity to the last official day of the co-curricular activity. The policy is to be upheld 24/7 during the co-curricular calendar year.

Violations carry a cumulative penalty, from year to year in the district from middle school grades 5-8 and the high school 9-12. Any violations acquired during the middle school contract will not carry over to the high school contract although suspensions will be served.

### Chemical Health Policy Consequences:

1. **A first violation** as determined by the school administration means that the student shall lose the privilege to attend and/or participate in any co-curricular activity for (15) fifteen consecutive school days. A student who violates the chemical health policy for the first time shall go through a Chemical Awareness Program with the District-Wide Student Assistance Coordinator prior to being allowed to participate in any co-curricular activity.
2. **A second violation** as determined by the school administration mean that the student shall lose the privilege to attend and/or participate in any co-curricular activity for (45) forty-five consecutive school days.
3. **A third violation** will result in the loss of co-curricular privileges for 365 days from the date of infraction.
4. **Any subsequent violations** will result in immediate loss of co-curricular privileges for the students remaining high school career.